

19 July 2018

Sample letter to a Consultee

British Gas
Po Box4805
Worthing
BN11 9QW

Dear Stakeholder

**Crowan Parish Draft Neighbourhood Development Plan 2018 – 2030:
Pre-Submission Consultation**

I am writing, on behalf of our NDP-Steering Group, to advise you that following consultation with residents of the parish together with advice and guidance from the Neighbourhood Plan support team at Cornwall Council we now have an advanced draft of our Neighbourhood Plan. after over three year's work by the Steering Group I am now sending our Pre-Submission draft for your review.

This is in line with government policy under the Localism Act of 2012, which encourages the production of such plans to give localities a meaningful say in the planning rules of Cornwall County Local Plan.

We are ready to submit it for consultation to the relevant statutory bodies as required under current legislation.

The pre-submission consultation period started on Saturday 14 July 2018 and will last for seven weeks until Friday 31 August 2018. During this period, you are invited to read the draft plan and submit comments to the steering group, which must be made in writing.

A copy of the draft plan is available from the Crowan Parish Council website at www.crowan-pc.gov.uk/council-documents/

Please send your comments to me by email or by post by Friday 31 August 2018, then they will be collated and reviewed by the steering group and a final text of the plan produced for submission to Cornwall Council.

If you wish to be informed when the Plan is approved then please let me know, and if you require any further information please contact me, my full details are below..

Kind regards,

**Colin J Parnell,
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